

Susan H. Cipperly, Town Planner

1. Attended: Town Meeting September 4 and 17
Planning Commission September 24
2. Reviewed and commented on materials for Planning Commission agenda – Homes for America Site Plan Application, Seton Place lot addition, and Lot 7, Emmitsburg East Industrial Park II – Final Plat and Site Plan. Conferred with engineers on Lot 7 applications.
3. Provided information re the Emmitsburg Square Design ESD RFP to consultant firms.
4. Received and coordinated evaluation effort for ESD proposals. Will call references and start interview process.
5. Provided Community Legacy application resolution to DCHD, after approval at Sept 4 Town Meeting.
6. Reviewed the Heart of the Civil War grant agreement and presented it for approval at the Sept. 17 Town Meeting. Budget transfer of matching funds was done at Sept 4 meeting.
7. Attended HCWHA grant required training in Crownsville on Sept. 14.
8. Met with Sustainable Communities working group to discuss potential criteria for Community Legacy applications (if application approved in mid-November).
9. Wrote article for the News Journal and for American Planning Association Maryland Chapter Newsletter re planning activities in Emmitsburg.
10. Supervised permit and enforcement.
11. Answered inquiries re zoning ordinance requirements and development.